



## OFFICE OF HOMELAND SECURITY

### GRANT MANAGEMENT MEMORANDUM 2007-001

**Date:** February 27, 2007

**To:** All Governors' Office of Homeland Security (OHS) Subgrantees

**From:** Grants Management

**RE:** Final Requests for Reimbursements

The Governor's Office of Homeland Security (OHS) is the State Administrative Agency (SAA) for homeland security grants awarded to California by the United States Department of Homeland Security (US DHS), Office of Grants and Training (G&T). To date **97.15%** of the funds awarded to subgrantees from the FY 01 through FY 04 grants have been reimbursed.

On November 20, 2006 OHS released Grant Management Memo # 2006-005 which communicated the process by which subgrantees could receive extensions on a case by case basis. On December 4, 2006 OHS released Grant Management Memo # 2006-006 which described the 30 day subgrantee liquidation period. The purpose of the subgrantee liquidation period is to allow subgrantees time to complete final requests for reimbursement and transmit those requests to OHS for final payment.

Below is a chart showing the maximum subgrant expiration dates and the last date by which OHS must receive final requests for reimbursement for grants which received **maximum** extensions.

Grant #	Grant Name	Maximum Subgrantee Expiration Date	Final Reimbursement Due Date
2003-TE-TX-0167	FY 03 State Homeland Security Grant Program Part 1	12-31-06	1-31-07
2003-MU-T3-0035	FY 03 State Homeland Security Grant Program Part 2	1-30-07	3-2-07
2004-GE-T4-0045	FY 04 Homeland Security Grant Program	3-2-07	4-2-07
2004-TU-T4-0014	FY 04 Urban Areas Security Initiative	3-2-07	4-2-07
2003-EU-T3-0023	FY 03 Urban Area Security Initiative	3-30-07	4-30-07

**IMPORTANT NOTE: All requests for extension did not receive the maximum extension. Please check your notification of extension letter for the new subgrant expiration date and liquidation period for your subgrant. Subgrantees may not continue to incur costs after the subgrantee expiration date.**

Over the last few months many subgrantees have informed OHS that they will not be expending the total amount of funds originally allocated to them. OHS will be reallocating these funds to projects that can be completed prior to the federal expiration date, are consistent with the grant program from which they were deobligated and garner the maximum impact. One of the ways by which these funds will be reallocated is to projects that have been identified by California Disaster Resource and Capability Preparedness Assessment Project (CDRCPAP). By coordinating with the CDRCPAP, deobligated funds will be returned to local governments in the form of assets to address identified gaps in a wide range of capabilities.

In closing, we would like to take this opportunity to thank you all for your hard work and commitment to keeping California and our nation safe and secure. A lot has been accomplished but even more remains to be done. We look forward to facing the challenges ahead with you our partners.

For further information or assistance, please feel free to contact your OHS regional representative.

Sincerely,

A handwritten signature in blue ink, appearing to be "L. Davis", with a stylized flourish at the end.

**Larry M. Davis**  
Deputy Director  
Grants Management